



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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JAMES A. NOYES, Director

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IN REPLY PLEASE
REFER TO FILE: **B-5**

August 28, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED BUILDING AND SAFETY
INSPECTION/PERMIT TECHNICIAN SERVICES
AWARD SUPPLEMENTAL AGREEMENT
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works to execute a supplemental agreement with JAS Pacific, Inc., for a not-to-exceed fee of \$400,000 to provide as-needed building and safety inspection and permit technician services in locations throughout Los Angeles County to be funded from fees for services.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended supplemental agreement will allow continued services with JAS Pacific through the end of the three-year contract term on October 31, 2003. It will ensure that the appropriate levels of services are maintained in the inspection and permitting duties for the construction of buildings in the private sector. The terms and fees of the original agreement will remain the same for the supplemental agreement.

On October 31, 2000, your Board approved a consultant services agreement for a maximum three-year term for a total not-to-exceed fee of \$2,000,000 with JAS Pacific for as-needed building and safety inspection and permit technician services. A supplemental agreement was approved by your Board on April 15, 2003, for a not-to-exceed fee of \$750,000 to cover a higher than expected rate of inspection services demand. This supplemental fee is expected to be exhausted before the end of the contract term due to recent surges in construction activity that have resulted in a higher demand for consultant services.

The existing consultant services agreement and supplemental agreement have provided the ability to augment staff levels on an as-needed basis. This flexibility has met the intermittent need for additional inspection and permit technician services that have resulted from the high levels of building development and construction activity.

Implementation of Strategic Plan Goals

This action meets the Strategic Plan Goals of Service Excellence and Organizational Effectiveness by providing the public with timely permit issuance and inspection services that help maintain construction scheduling, stimulate the local economy, and green light private sector building construction while maintaining public safety.

FISCAL IMPACT/FINANCING

The recommended supplemental agreement increases the total not-to-exceed fee by \$400,000 to a total of \$3,150,000. This is the maximum projected cost through the end of the present agreement ending on October 31, 2003. There will be no impact on net County cost.

Financing for the supplemental agreement is available from the Fiscal Year 2003-04 County Engineer General Fund budget. This cost will be reimbursed by funding from fees for services.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard supplemental agreement, in the form previously approved by County Counsel, will be used. The existing consultant services agreement includes the standard Board-directed clauses that provide for contract termination, renegotiation, hiring qualified displaced County employees, and consideration of Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

JAS Pacific is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

A finding of environmental impact is not required for consultant services agreements for construction inspection services.

CONTRACTING PROCESS

On September 9, 1999, Public Works issued a Request for Proposal to 53 firms from Public Works' list of qualified consultants. Six firms responded to the request. An evaluation committee consisting of Public Works civil engineering and technical staff evaluated the proposals. The evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, age, or gender. Based on the review and evaluation of the proposals, the evaluation committee determined that JAS Pacific was the best qualified firm to perform the required services. The negotiated fees were reviewed by Public Works and are considered reasonable for the services provided. During the course of the contract term, Public Works exercised its option for contract renewals and issued two, one-year supplemental agreements. Fees for current services remain reasonable for the services provided.

JAS Pacific's Community Business Enterprises participation data and three-year contracting history with the County are on file with Public Works.

In accordance with the Chief Administrative Officer's June 15, 2001, instructions, this is Public Works' assurance that this consultant will not be requested to perform services which will exceed the agreement's approved amount, scope of work, and/or dates.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services during the performance of the recommended consultant services.

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CONCLUSION

One approved copy of this letter is requested.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

RTT:yh

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cc: Chief Administrative Office
County Counsel
Department of Social Services (GAIN Program)